

MAINE ARTS COMMISSION

Project Grant for Organizations

Application deadline: March 24, 2016 at 5 p.m.

Maximum award: \$5,000 (Average grant award last year was \$2,600)

The Project Grant for Organizations is designed to support creative projects throughout Maine. Grant funds assist arts organizations with the production of high-quality creative activities, the creation of new work, and the continuation of successful arts programs. Projects can be in any artistic discipline and on any scale.

There is a 1:1 required in-kind or cash match for the grant.

The funding cycle for this program is July 1, 2016 through June 30, 2017.

ELIGIBILITY REQUIREMENTS

Your organization is eligible to apply if it meets all of the following criteria:

- Is a nonprofit organization, legally established in the state of Maine.
- Has a 501(c)(3) tax-exempt status from the Internal Revenue Service or is a unit of municipal, county or tribal government.
- Is in compliance with final reports required for any previous Maine Arts Commission awards received.

APPLICATION REVIEW CRITERIA

Project Grant for Organizations applications are reviewed on a competitive basis using the following criteria:

- Quality of the project plan, components and outcomes (20%)
- Community impact (20%)
- Artistic strength (20%)
- Capacity to complete project (15%)
- Evaluation (15%)
- Application quality (10%)

APPLICATION NARRATIVE *(All character counts include spaces. 4,400 characters/page)*

1. Provide the mission and a brief history of your organization. *(2,300 characters max.)*
2. Provide a detailed description of the project. Please include dates, locations, partners, a timeline and expected outcomes. *(3,450 characters max.)*
3. How will your project benefit the public? Please include the following: a description of the community that the project will impact; anticipated number of people that the project will reach, both directly and indirectly and its partnerships and collaborations. *(2,300 characters max.)*
4. What makes your project artistically strong and how does it advance the mission and creative practice of the organization? *(2,300 characters max.)*
5. Provide examples of similar projects that you have successfully completed. *(2,300 characters max.)*
6. How will you measure the success of this project? *(1,150 characters max.)*

INELIGIBLE EXPENSES

Grant awards may not be re-granted nor used to cover the costs of brick-and-mortar projects, permanent or capital equipment, operating support, personal travel or fundraising.

APPLICATION PACKAGE REQUIREMENTS

A complete application package for the Project Grant for Organizations contains:

ONLINE

- Complete answers to all narrative prompts
- Completed project budget
- Most current completed Form 990
- Resumes, bios, or curriculum vitae for all key personnel
- List of board members, including individual affiliations

BY MAIL OR FAX

- Completed State of Maine Vendor Form with ***exactly the same name and contact information as used in your application***
- Completed and signed assurances form

OPTIONAL

To provide a snapshot of the quality of your organization and or/work please provide no fewer than two and no more than five artistic samples. Samples may be any combination of:

- Images
- Audio or video (no more than 15 minutes in length)
- Prose or poetry (no more than 20 pages in length)
- Reviews
- Marketing materials
- One to three letters of support

For additional information about artist samples, click [here](#).

Maine Arts Commission reserves the right to use submitted materials in the non-commercial promotion of the artist and/or Maine Arts Commission programs.

ASSISTANCE

You are welcome to contact agency staff to discuss your ideas at any time prior to the application deadline. You may also request an informal consultation about your completed application narrative two weeks or more prior to the application deadline.

GENERAL QUESTIONS—Questions about the application or review process can be directed to Kathy Ann Shaw, Senior Director for Grants and Arts Accessibility, at or kathy.shaw@maine.gov or 207-287-2750

SPECIFIC QUESTIONS—Please direct specific questions about the Project Grant for Organizations to agency staff based on the discipline of your application.

Craft and Visual Arts: Julie Horn, Visual Arts Director, julie.horn@maine.gov or 207-287-2790

Performing and Media Arts: Kerstin Gilg, Media and Performing Arts Director, kerstin.gilg@maine.gov or 207-287-6719

Traditional Arts: Kathleen Mundell, Traditional Arts and Creative Aging Director, kathleen.mundell@maine.gov or 207-287-6746

Literary Arts: Julie Richard, Executive Director, julie.richard@maine.gov or 207-287-2710



Grant information is available in large print format by request. All Maine Arts Commission programs are accessible to people with disabilities. All programs funded by the Maine Arts Commission must also be accessible.

